

Public Comment Procedures

10/1/2014

Utah Air Quality Board

Welcome to the Utah Air Quality Board Meeting. The Board welcomes citizens' attendance at board meetings to become acquainted with the programs and operations of the Utah Division of Air Quality and Utah Air Quality Board. Members of the public are also encouraged to share their ideas and opinions with the board when recognized by the Board Chair. Comments or questions from the audience during the meeting, except when recognized, or those beyond the scope of issues currently before the board will be declared "out of order".

Public participation during action items (rulemaking) on the published agenda is limited by Utah Code Title 63G-3:Utah Administrative Rulemaking Act. The rulemaking procedures require public comments to be submitted in writing during the established 30-day minimum public comment period (63G-3-301(11)(a)) or verbally at the public hearing (63G-302) if one is held during the comment period. The public comment period is closed for items listed on the agenda for Final Adoption.

At the Board's discretion, the public may be invited participate in the discussion prior to a vote on the action item. Such discussion must be limited to clarification of issues raised during the comment period or answering questions raised by members of the Board. Any information provided will not be considered as comment on the rulemaking which is limited to the comment period and subject to review and evaluation by the agency as required by 63G-3-301(11)(b).

When providing "Public Comment" we ask that you abide by the following guidelines:

Public Comment Protocol and Procedures

- 1) Anyone wishing to speak to the board on specific agenda items or on other topics relevant to board business must complete a Public Comment Request Card and submit it to the Board Chair prior to the opening of the meeting. The public will only be recognized and their comments heard if invited by the Board Chair. Each member of the public will be allotted time by the Chair to address the board based on the subject and requested duration listed on the comment form. The duration may be adjusted by the Board Chair based on the content of the agenda and length of the meeting. If a group wishes to speak, please designate one spokesperson for the group.
- 2) Please state your name and the topic you are addressing before you begin.

Statement to begin a public comment:

The board recognizes _____ to speak for ____ minutes on the topic
of _____.

Statement to participate in the board's discussion of a Final Action:

The public comment period for this rulemaking is closed. The board recognizes _____
to respond to the question raised by _____ for _____ minutes.